**Screen-Related Addiction Research Fund – Leveraging Grants**

**Guidelines for Applicants**

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| 1.0 Program purpose | 1.1 The NSW Department of Education has established a Screen-Related Addiction Research Fund (“Screen Fund”) to investigate screen use in NSW schools. | |
|  | 1.2 The Screen Fund is Administered by the Centre for Education Statistics and Evaluation (CESE) within the NSW Department of Education (“the department”). | |
|  | 1.3 The Screen Fund is made up of three streams:  **a) Leveraging Grants**  b) Priority Grants  c) Scholarships | |
|  | 1.4 The Leveraging Grants stream supports national, competitively grant-funded projects aligned to the department’s Screen Fund Statements of Opportunity (see 4.3). | |
|  | 1.5 The Leveraging Grants stream will contribute funding to post-award projects that hold an existing grant from a funding body, such as the Australian Research Council, to increase the translation of research project outcomes, outputs and impacts to screen use in NSW public education. | |
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| 2.0 Support available | 2.1 Up to 20% of total funding or $200,000, whichever is lower, for up to 2 years. | |
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| 3.0 Use of grant funds | 3.1 Funding from the Screen Fund will take the form of a cash contribution following the execution of a funding deed between the administering organisation and the department. | |
|  | 3.2 The grant monies should be used primarily on research resources and activities within NSW. Details must be included in the application about how funding will be spent and if any part of the research will occur outside NSW. | |
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| 4.0 Eligibility criteria | 4.1 Funding is available to post-award projects that have a completion date beyond **31 December 2024**, and, in subsequent funding rounds, to new projects subject to departmental consultation and post-award status. | |
|  | 4.2 Applications that propose completion of the Screen Fund component of their research prior to 31 December 2024 will be considered and may be preferred in some instances. | |
|  | 4.3 The aim of the Screen Fund is to build the evidence base of screen use effects in NSW schools to inform future policy development and practice by funding research that:   * proposes a worthwhile contribution to the screen use evidence through novel research * fosters innovation by addressing a known problem * through research, develops and trials new ideas or practices to assist teachers or priority populations * foregrounds student voice.   Applications must address one of the identified Statements of Opportunity and demonstrate how the additional funding will extend the project and/or its impacts to benefit NSW public education contexts.  The Statements of Opportunity are:   1. We require research that explores the evolving links between screen use, wellbeing and learning. 2. We require research that investigates the impacts of screen use on teaching, and the influence of teaching on screen use. 3. We require research that explores how schools and school communities might use initiatives and interventions to support appropriate screen use and reduce problematic screen use. 4. We require research that can help us define, measure and improve screen use and screen time in education contexts. 5. Other screen use research that strengthens trust and respect for the teaching profession and school support staff, and/or advances equitable outcomes, opportunities and experiences. | |
|  | 4.4 Applications are open to projects led/owned by Australian public universities, selected research institutions and non-government organisations. | |
|  | 4.5 Research projects must have ethics approval or be likely to receive ethics approval from a relevant human research ethics committee. | |
|  | 4.6.1 If the proposed research project involves schools, the lead researcher must apply through the NSW State Education Research Applications Process (SERAP) or submit evidence of SERAP approval with their application.  4.6.2 Proposed research will not be funded if a SERAP application is not approved. | |
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| 5.0 Selection Criteria | 5.1 Applications will be assessed according to the following criteria.  a) Alignment to the Screen Fund Statements of Opportunity (25%)   * Clearly defined proposal to address one or more of the Statements of Opportunity (as defined in section 4.3) * Demonstrated understanding of the project requirements and the extent to which the expected outcome(s) will effectively address the project scope and deliver the project objectives.   b) Project quality and innovation (35%)   * The extent to which the approach to the project and the proposed methodology are demonstrated to be appropriate, feasible and robust. * The extent to which the evidence provided, including the background and references, substantiate the proposed approach. * Demonstrated capacity of the project to make a significant contribution to the current evidence base.   c) Capacity to deliver (20%)   * The extent to which the project team demonstrates the experience, expertise and capacity to deliver the project as described. * The extent to which the project demonstrates a realistic plan (including clear milestones, timeframes and key performance indicators) for delivering the desired project outcome(s) as required and on time. * The extent to which the risk management strategy is comprehensive and appropriate across the lifetime of the project (including the development, implementation and ongoing management phases).   d) Value for money (20%)   * The extent to which the proposed budget is appropriate, clearly justified, and transparent. * The demonstrated potential to achieve the project outcomes in a high quality and cost-effective manner. | |
|  | 5.2 The application will be assessed against the criteria by a selection panel to determine whether funding will be awarded to the applicant, and how much funding to award. | |
|  | 5.3 The department reserves the right, at its absolute discretion, to adopt any strategy in assessing applications received. | |
|  | 5.4 The department may choose to negotiate for additional project conditions or elements beyond those outlined in a submitted proposal. | |
|  | 5.5 The department may choose not to award funding under this program. | |
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| 6.0 Application process | 6.1 **Applications for this round of *Leveraging Grants* close at 6PM AEDT on Sunday 28 January 2024.** | |
|  | 6.2The department may identify eligible post-award projects and invite applications for Leveraging Grants. | |
|  | 6.3Applicants should discuss their proposal with the department prior to submitting an application. Please contact the department about your proposal at least **one week** prior to the application closing date. | |
|  | 6.4 Applicants are required to submit an electronic copy of the completed application form to: screenfund@det.nsw.edu.au with the subject line **“Screen-Related Addiction Research Fund Leveraging Application”**. | |
|  | 6.5 Applications must be signed by the lead researcher and endorsed by the research office (or equivalent) of the administering organisation. | |
|  | 6.6 The research office (or equivalent) of the administering organisation should be copied on the application email. | |
|  | 6.7 Late applications will not be accepted. | |
|  | 6.8 Unsuccessful applicants may reapply in future funding rounds. | |
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| 7.0 Selection process | 7.1 A selection panel will:   1. Assess and rank grant applications according to the Leveraging Grants’ eligibility and selection criteria; and 2. Determine which applicants, if any, should receive grants, and the amount of those grants. 3. Determine if negotiations for project additions or amendments will be required. | |
|  | 7.2 The panel will assess each application on a competitive basis relative to the criteria and other applications. | |
|  | 7.3 An applicant may be contacted to clarify their application. | |
|  | 7.4 All applicants will be informed of the outcome of the decision on their applications. | |
|  | 7.5 The timetable for the selection process is as follows: | |
|  | **November 2023** | Applications open for *Leveraging Grants* |
|  | **6PM AEDT Sunday 28 January 2024** | Applications close for *Leveraging Grants* |
|  | **March – April 2024** | Successful applicants notified |
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| 8. Funding agreements and reporting requirements | 8.1 All successful applicants who accept the offer of a Leveraging Grant will be required to enter into a formal funding deed (“the Deed”) with the department. The Deed will specify obligations that relate primarily to the recipient’s accountability for the grant, including using the grant for activities occurring in NSW, the return of unspent grant monies and reporting on the use of the grant. | |
|  | 8.2 The administering organisation of the successful applicant will be awarded funding subject to the project meeting grant reporting requirements and the terms of the Deed. | |
|  | 8.3 All successful applicants who accept the offer of a Leveraging Grant must be able to satisfy our funding and work requirements alongside the requirements of any pre-existing grant/s attached to the research. | |
|  | 8.4 In the final year of Leveraging Grant funding, regardless of whether the project has been completed, the funding recipient will submit a final report and a presentation on the outcomes of the funding. | |
|  | 8.5 The Deed must be signed by an authorised signatory of the administering organisation. | |